US ARMY GARRISON – DETROIT ARSENAL

EMERGENCY REACTION BOOKLET

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EMERGENCY REACTION BOOKLET

INTRODUCTION

This U.S. Army Garrison – Detroit Arsenal Emergency Reaction Booklet (ERB) addresses an all hazards approach. The causes of emergencies can vary greatly, but many of the effects do not. This means planners can address emergency functions common to all hazards in the basic plan instead of having unique plans for every type of hazard. All-hazards planning ensure that when the installation plans for emergency functions, common tasks and who is responsible for accomplishing those tasks will be identified.

Just as a coordinated emergency response depends on teamwork, good emergency planning requires a team effort. The most realistic and complete plans are prepared by a team that includes representatives of the departments, agencies, tenants, and private organizations that will have to execute this ERB.

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EMERGENCY MANAGEMENT PROCESS

Emergency Management is the process of coordinating available resources to deal with emergencies effectively, thereby saving lives, avoiding injury, and minimizing economic loss. The protection process involves four phases of emergency management; Preparation, Mitigation, Response, and Recovery.

Preparation: The process of writing plans, identifying resources, negotiating agreements, training and exercising.

Mitigation: Taking specific actions that will reduce the possibility of a disaster occurring or to reduce the loss such as relocating structures out of a flood plain.

Response: The mobilization of the forces using the resources available to stabilize a situation

Recovery: The immediate and long-range effort made to assist in returning a situation to near normal conditions again.

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EMERGENCY OPERATIONS CENTER

The Emergency Operations Center (EOC) is a facility designed for managing the disaster emergency. The EOC Staff makes decisions to allocate and coordinate resources, provides the Incident Command with the support needed to handle an emergency. During an emergency the Detroit Arsenal Emergency Operations Center:

-Conducts notifications of key personnel using the reverse 911

- Utilizes Mass Notification systems (E-Pop, Giant Voice, etc) to keep ALL employees informed during the emergency

-Establishes Communications with the Incident Command

- Supports the Incident Command through Emergency Support Functions in the EOC

WARNING AND SIGNALING DEVICES

OUTSIDE
- Giant Voice
- Reverse 911

INSIDE
- Telephone
- Computer
- Facsimile
- SIMPLEX PA System
- MGTV
- Person-to-Person

COMPUTER SYSTEMS
- EPOP
- Warren-All
- Reverse 911
- Blackberries
- Cellular Telephones

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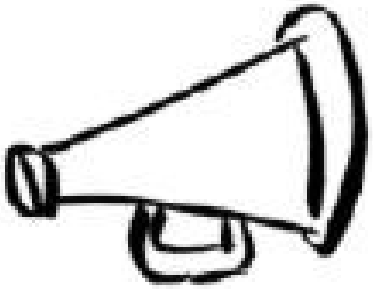
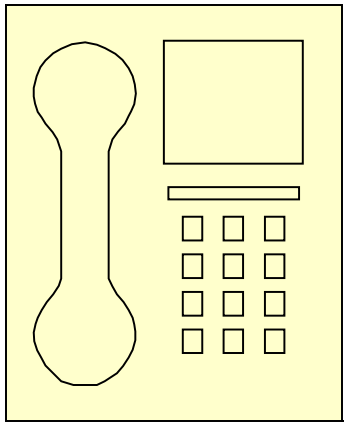
WARNING AND SIGNALING DEVICES

Alerting and warning involves notifying emergency response personnel and notifying the affected public as quickly as possible.





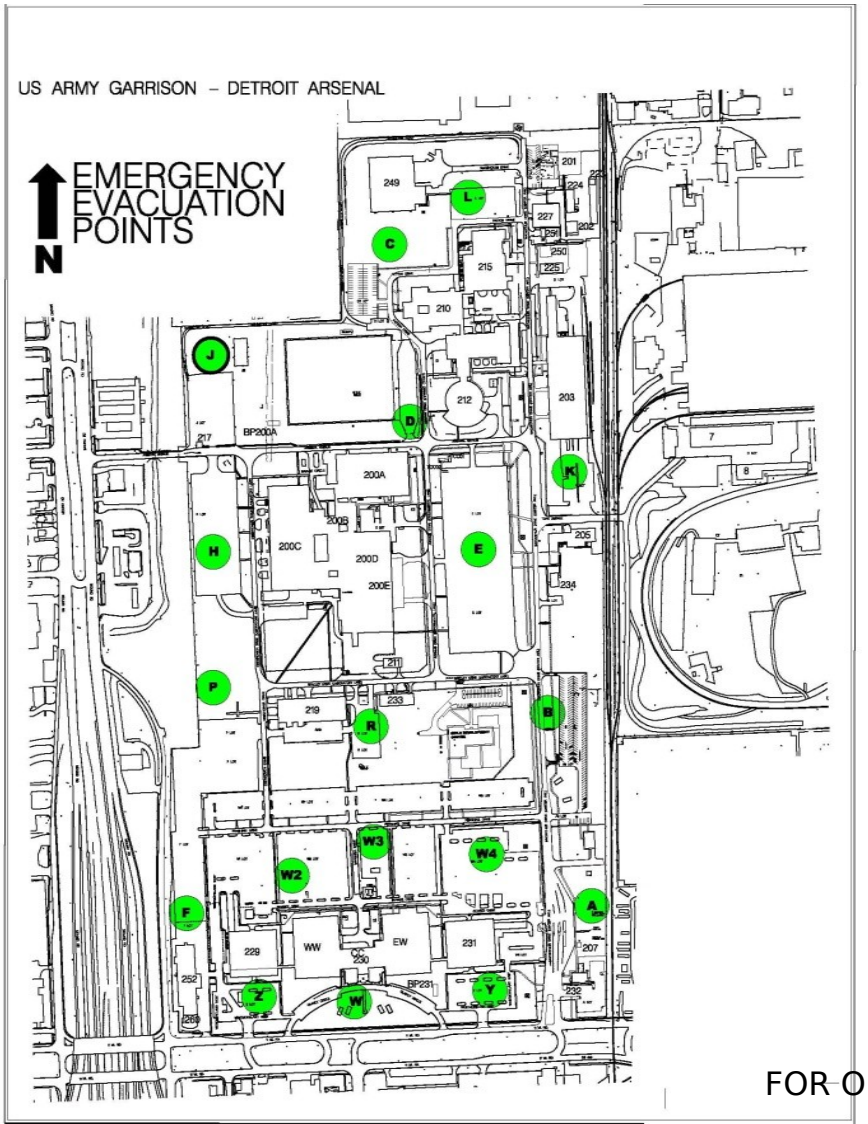
OUTSIDE
- **Giant Voice**
- **Reverse 911**

INSIDE
- **Telephone**
- **Computer**
- **Facsimile**
- **SIMPLEX PA System**
- **MGTV**
- **Person-to-Person**

COMPUTER SYSTEMS
- **EPOP**
- **Warren-All**
- **Reverse 911**
- **Blackberries**
- **Cellular Telephones**

EVACUATION

Emergency evacuation is the immediate and rapid movement of people away from the threat or actual occurrence of a hazard.



When To Evacuate:

Instructed to do so by an First Responder

Instructed by Supervisor/Fire Warden

When reasonable and common sense would dictate

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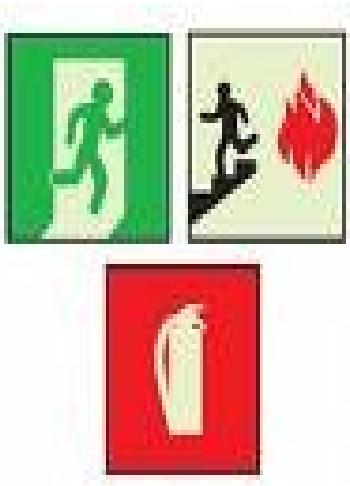
EVACUATION
(CONTINUED)

Emergency evacuation is the immediate and rapid movement of people away from the threat or actual occurrence of a hazard.



How to Evacuate:

- STEP 1: Supervisors and fire wardens will designate assembly point areas, both inside and outside of the workplace, where employees should gather after evacuating.
- STEP 2: Be made aware of individuals with special needs (that may require extra assistance during an evacuation), how to use the buddy system; account for all visitors; secure any classified information, as necessary.
- STEP 3: Calmly and carefully move to a pre-designated assembly point. Exterior assembly areas, are typically located in parking lots or other open areas away from busy streets. Try to go to assembly areas that up-wind of your building from the most common or prevailing wind direction. All of the installation's emergency activation points are clearly marked with signage.
- STEP 4: Each supervisor, or designee, will take a head count after the evacuation. Identify the names and last known locations of anyone not accounted for and pass them to the official in charge. Accounting for all employees following an evacuation is critical. Confusion in the assembly areas can lead to delays in rescuing anyone trapped in the building, or unnecessary and dangerous search-and-rescue operations. Information will be provided to the Fire Warden's as soon as practical.

Chemical, Biological, Radiological, Nuclear, Explosives (CBRNE)

Chemical,

Every workplace and household uses products containing hazardous materials or chemicals.

There are many hazardous materials throughout your workplace and home. Take a tour of your office and home to identify these items and where these materials are located. Once you have located a product, check the label and take the necessary steps to ensure that you are using, storing, and disposing of the material according to the manufacturer's directions.

It is critical to store household chemicals in places where children cannot access them. Remember that products such as aerosol cans of hair spray and deodorant, nail polish and nail polish remover, toilet bowl cleaners, and furniture polishes all fall into the category of hazardous materials. If you are unsure of a products hazard class, contact your local Haz-Mat representative immediately.

Take precautions to prevent and respond to accidents:

☠Follow the manufacturer's instructors for the proper use of the household chemical.
☠Never smoke while using chemicals.
☠Never use hair spray, cleaning solutions, paint products, or pesticides near an open flame. Although you may not be able to see or smell them, vapor particles in the air could catch fire or explode.
☠Contact the Detroit Arsenal Fire Department for any chemical spill large or small.
☠Dispose of hazardous materials correctly. Take household hazardous waste to a local collection program. Check with your county or state environmental or solid waste agency to learn if there is a household hazardous waste collection program in your area(http://www.epa.gov/epawaste/conserve/materials/hhw.htm)

During a Chemical Attack

The following are guidelines for what you should do in a chemical attack:
If you are instructed to remain in your home or office building, you should:
☠Close doors and windows and turn off all ventilation, including furnaces, air conditioners, vents, and fans.
☠Seek shelter in an internal room and take your disaster supplies kit.
☠Seal the room with duct tape and plastic sheeting.
☠Listen to your radio for instructions from authorities.
☠If you are caught in or near a contaminated area, you should:
☠Move away immediately in a direction upwind of the source.
☠Find shelter as quickly as possible.

Chemical, Biological, Radiological, Nuclear, Explosives (CBRNE)

Biological

Biological agents are organisms or toxins that can kill or incapacitate people, livestock, and crops. Most biological agents are difficult to grow and maintain. Many break down quickly when exposed to sunlight and other environmental factors, while others, such as anthrax spores, are very long lived. Biological agents can be dispersed by spraying them into the air, by infecting animals that carry the disease to humans, and by contaminating food and water.

If you become aware of an unusual and suspicious substance nearby:

- Move away quickly.
- Wash (body and clothes)with soap and water.
- Contact authorities.
- Listen to the media for official instructions.
- Seek medical attention.

Radiological/Nuclear

A nuclear blast is an explosion with intense light and heat, a damaging pressure wave, and widespread radioactive material that can contaminate the air, water, and ground surfaces for miles around. A nuclear device can range from a weapon carried by an intercontinental missile launched by a hostile nation or terrorist organization, to a small portable nuclear devise transported by an individual. All nuclear devices cause deadly effects when exploded, including blinding light, intense heat (thermal radiation), initial nuclear radiation, blast, fires started by the heat pulse, and secondary fires caused by the destruction.

The following are guidelines for what to do in the event of a nuclear explosion.

If an attack warning is issued:

- Take cover as quickly as you can, below ground if possible, and stay there until instructed to do otherwise.
- Listen for official information and follow instructions.
- Do not look at the flash or fireball - it can blind you.
- Take cover behind anything that might offer protection., Remember the three protective factors: Distance, shielding, and time.
- Lie flat on the ground and cover your head. If the explosion is some distance away, it could take 3 0 seconds or more for the blast wave to hit.

Explosions

The materials needed for an explosive device can be found in many places including variety, hardware, and auto supply stores. Explosive devices are highly portable using vehicles and humans as a means of transport. They are easily detonated from remote locations or by suicide bombers. Conventional bombs have been used to damage and destroy financial, political, social, and religious institutions. Attacks have occurred in public places and on city streets with thousands of people around the world injured and killed.

If there is an explosion, you should:

- Get under a sturdy table or desk if things are falling around you. When they stop falling, leave quickly, watching for obviously weakened floors and stairways. As you exit from the building, be especially watchful of falling debris.
- Leave the building as quickly as possible. Do not stop to retrieve personal possessions or make phone calls.
- Do not use elevators.

SHELTER – IN - PLACE

"Shelter-in-place" means to take immediate shelter where you are—at home, work, school or in between —usually for just a few hours. Local authorities may instruct you to "shelter-in-place" if chemical or radiological contaminants are released into the environment.

In the event of an emergency, you may be directed to evacuate or shelter-in-place. Sheltering-in-place means to take temporary protection in a structure or vehicle typically your workplace or residence that is suitable for shelter although not certified, insured or staffed for emergency conditions. Army installations and facilities are subject to a variety of emergencies. Natural disasters, manmade hazardous accidents, and acts of terrorism may warrant sheltering in place.
Get a Kit, Make a Plan, Be Informed
Know your mass warning and notification system. In an emergency you could receive email alerts, phone calls, sirens, or Giant Voice instruction. Know your facility's designated shelter-in-place area and "All Clear" assembly area.
Shelter "Up"
Shelter "In"
Shelter "Down"
Sheltering-In-Place
READY ARMY

WHAT TO DO WHEN DIRECTED TO "SHELTER-IN-PLACE"

When alerted, all personnel should seek shelter in the nearest available facility and designated shelter-in-place area. When traveling from your office, close and latch all windows and doors when you leave. Immediately go to the designated shelter-in-place area.

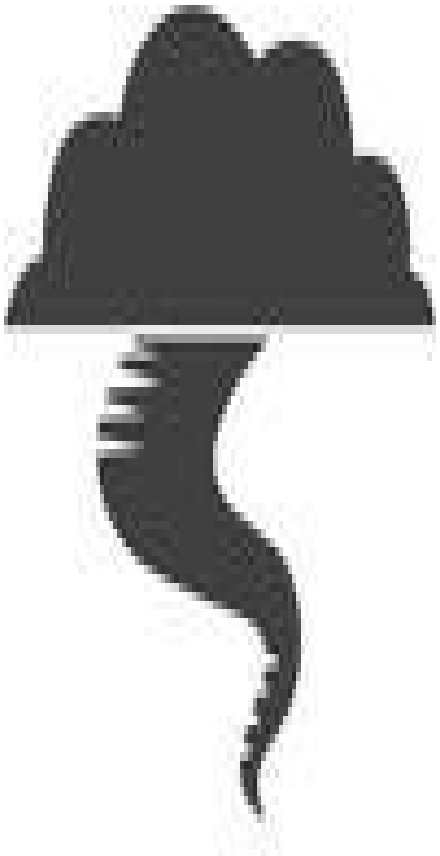
HOW YOU WILL BE NOTIFIED

The Detroit Arsenal has multiple mass warning and notification systems

- **A voice announcing system using exterior speakers, commonly termed Giant Voice, and interior speakers or sirens.**
- **Emergency Alert Systems broadcast on Hallway TV's**
- **Administrative broadcast (E-POP) across the Army computer network that overrides applications, thereby reaching all Army users almost instantly**

TORNADO

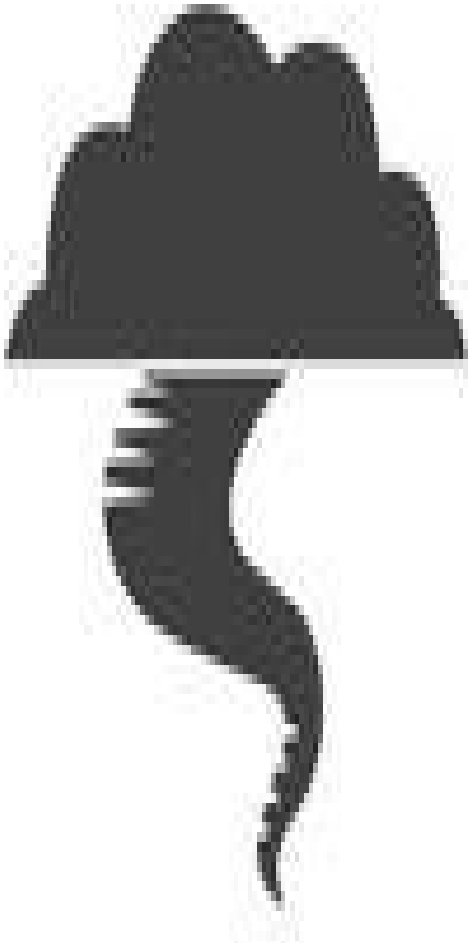
Tornado - A tornado is a violently-rotating column of air extending from a thunderstorm to the ground. Tornadoes develop from severe thunderstorms in warm, moist, unstable air along and ahead of cold fronts.



- **Tornado Watch** - Conditions are conducive to the development of tornadoes in and close to the watch area.
- **Tornado Warning** - A tornado has actually been sighted by spotters or indicated on radar and is occurring or imminent in the warning area. In addition, severe thunderstorms can produce tornadoes, or cause damage of their own from wind gusts of 58 mph or greater and/or hail 3/4-inch in diameter or larger.
- **Tornado Strike** – An actual tornado has touched down.
- **Severe Thunderstorm Watch** – Conditions are conducive to the development of severe thunderstorms in and close to the watch area.
- **Severe Thunderstorm Warning** - A severe thunderstorm has actually been observed by spotters or indicated on radar, and is occurring or imminent in the warning area.

TORNADO WATCH

Tornado Watch - Conditions are conducive to the development of tornadoes in and close to the watch area.



What to do:

STEP 1: Prepare to seek shelter.

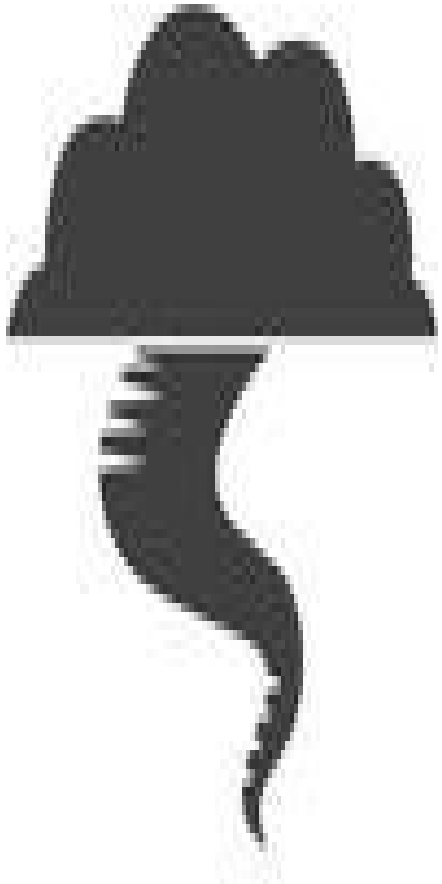
STEP 2: Plan to secure work area.

STEP 3: Plan to secure classified information.

STEP 4: Continue to work, but be aware of any sudden warnings for change of weather conditions.

TORNADO WARNING

Tornado Warning - A tornado has actually been sighted by spotters or indicated on radar and is occurring or imminent in the warning area.



What to do:

STEP 1: Secure any classified information.

STEP 2: Quickly move to a tornado shelter or inner hallway are of a building.

STEP 3: Assist individuals with special needs.

STEP 4: Listen for ALL CLEAR announcement.

THUNDERSTORM WARNING

Severe Thunderstorm Warning - A severe thunderstorm has actually been observed by spotters or indicated on radar, and is occurring or imminent in the warning area.

Know Your Thunderstorms and Lightning Terms

- **Familiarize yourself with these terms to help identify an thunderstorm hazard:**

- **Severe Thunderstorm Watch:**
  Tells you when and where severe thunderstorms are likely to occur. Watch the sky and stay tuned to NOAA Weather Radio, commercial radio, or television for information.

- **Severe Thunderstorm Warning:**
  Issued when severe weather has been reported by spotters or indicated by radar. Warnings indicate imminent danger to life and property to those in the path of the storm.

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THUNDERSTORM WARNING

Avoid the following:

Natural lightning rods such as a tall, isolated tree in an open area.

Hilltops, open fields, the beach, or a boat on the water.

Isolated sheds or other small structures in open areas.

Anything metal—tractors, farm equipment, motorcycles, golf carts, golf clubs, and bicycles.

THUNDERSTORM WARNING

If Thunder Roars, Go Indoors…

The following are guidelines for what you should do if a thunderstorm is likely in your area:

Postpone outdoor activities.

Get inside a home, building, or hard top automobile (not a convertible).
Although you may be injured if lightning strikes your car, you are much safer inside a vehicle than outside.

Remember, rubber-soled shoes and rubber tires provide NO protection from lightning. However, the steel frame of a hard-topped vehicle provides increased protection if you are not touching metal.

Close window blinds, shades, or curtains.

Avoid showering or bathing. Plumbing and bathroom fixtures can conduct electricity.

Use a corded telephone only for emergencies. Cordless and cellular telephones are safe to use.

Unplug appliances and other electrical items such as computers and turn off air conditioners. Power surges from lightning can cause serious damage.

THUNDERSTORM WARNING

If Thunder Roars, Go Indoors…

Avoid contact with corded phones

Avoid contact with electrical equipment or cords. If you plan to unplug any electronic equipment, do so well before the storm arrives.

Avoid contact with plumbing. Do not wash your hands or take a shower.

Stay away from windows and doors, and stay off porches.

Do not lie on concrete floors and do not lean against concrete walls.

Know Your Winter Storm and Extreme Cold Terms

Familiarize yourself with these terms to help identify a winter storm hazard:

- **Freezing Rain:** Rain that freezes when it hits the ground, creating a coating of ice on roads, walkways, trees, and power lines.
- **Sleet:** Rain that turns to ice pellets before reaching the ground. Sleet also causes moisture on roads to freeze and become slippery.
- **Winter Storm Watch:** A winter storm is possible in your area. Tune in to the National Oceanic and Atmospheric Administration (NOAA) Weather Radio, commercial radio, or television for more information.
- **Winter Storm Warning:** A winter storm is occurring or will soon occur in your area.

EXTREME COLD

Know Your Winter Storm and Extreme Cold Terms

Familiarize yourself with these terms to help identify a winter storm hazard:

- **Blizzard Warning**
  Sustained winds or frequent gusts to 35 miles per hour or greater and considerable amounts of falling or blowing snow (reducing visibility to less than a quarter mile) are expected to prevail for a period of three hours or longer.

- **Frost/Freeze Warning**
  Below freezing temperatures are expected.

- **Frostbite and Hypothermia:**

- Frostbite is a loss of feeling and a white or pale appearance in extremities such as finger, toes, tip of nose, and ear lobes.

- Hypothermia is a condition brought on when the body temperature drops to less than 90 degrees Fahrenheit. Symptoms of hypothermia include uncontrollable shivering, slow speech, memory lapses frequent stumbling, drowsiness , and exhaustion.

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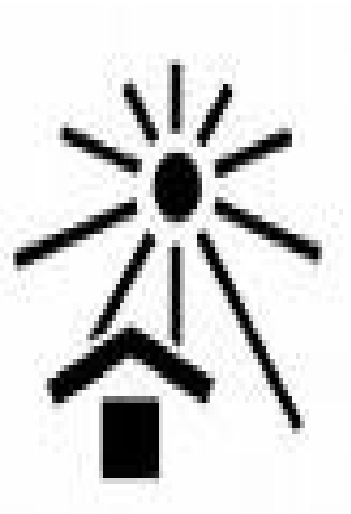
During a Extreme Cold

What you should do if the weather is extremely cold:

- **Dress for the Weather**
- **Wear several layers** of loose fitting, lightweight,
  warm clothing rather than one layer of heavy
  clothing. The outer garments should be tightly woven and water repellent.
- **Wear mittens**, which are warmer than gloves.
- **Wear a hat.**
- **Cover your mouth** with a scarf to protect your lungs.

EXTREME HEAT

Conditions that can induce heat-related illnesses include stagnant atmospheric conditions and poor air quality. Consequently, people living in urban areas may be at greater risk from the effects of a prolonged heat wave than those living in rural areas. Also, asphalt and concrete store heat longer and gradually release heat at night, which can produce higher nighttime temperatures known as the "urban heat island effect."

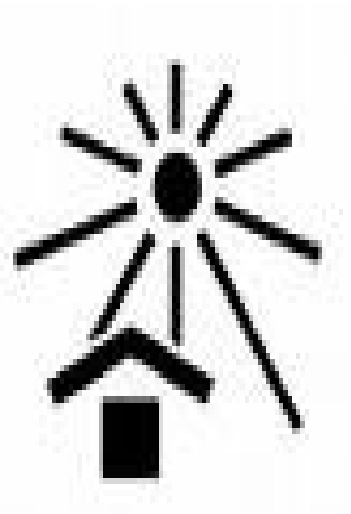


- **Heat Wave:** Prolonged period of excessive heat, often combined with excessive humidity.
- **Heat Index:** A number in degrees Fahrenheit (F) that tells how hot it feels when relative humidity is added to the air temperature. Exposure to full sunshine can increase the heat index by 15 degrees.
- **Heat Cramps:** Muscular pains and spasms due to heavy exertion. Although heat cramps are the least severe, they are often the first signal that the body is having trouble with the heat.
- **Heat Exhaustion:** Typically occurs when people exercise heavily or work in a hot, humid place where body fluids are lost through heavy sweating. Blood flow to the skin increases, causing blood flow to decrease to the vital organs. This results in a form of mild shock. If not treated, the victim's condition will worsen. Body temperature will keep rising and the victim may suffer heat stroke.
- **Heat Stroke:** A life-threatening condition. The victim's temperature control system, which produces sweating to cool the body, stops working. The body temperature can rise so high that brain damage and death may result if the body is not cooled quickly.
- **Sun Stroke:** Another term for heat stroke.

EXTREME HEAT

During a Heat Emergency

What you should do if the weather is extremely hot:



- Stay indoors as much as possible and limit exposure to the sun.
- Consider spending the warmest part of the day in public buildings such as libraries,
schools, movie theaters, shopping malls, and other community facilities.
- Circulating air can cool the body by increasing the perspiration rate of evaporation.
- Eat well-balanced, light, and regular meals. Avoid using salt tablets unless directed
to do so by a physician.
- Drink plenty of water. Persons who have epilepsy or heart, kidney, or liver disease;
are on fluid-restricted diets; or have a problem with fluid retention should consult
a doctor before increasing liquid intake.
- Limit intake of alcoholic beverages.
- Dress in loose-fitting, lightweight, and light-colored clothes that cover as much
skin as possible.
- Protect face and head by wearing a wide-brimmed hat. Never leave children or
pets alone in closed vehicles.
- Avoid strenuous work during the warmest part of the day. Use a buddy system when working in extreme heat, and take frequent breaks.

DROUGHT

Drought: A drought is an extended period of months or years when a region notes a deficiency in its water supply. Generally, this occurs when a region receives consistently below average precipitation. It can have a substantial impact on the ecosystem and agriculture of the affected region. Although droughts can persist for several years, even a short, intense drought can cause significant damage and harm the local economy.

- **Drought Watch** - The least severe of the stages, a drought watch is declared when a drought is developing. Public water suppliers begin to conserve water and urge customers to reduce water use.
- **Drought Warning** - Voluntary water conservation is intensified. Public water suppliers and industries update and implement local drought contingency plans. Local agencies make plans in case of emergency declaration.
- **Drought Emergency** - The Governor may declare emergency. The Disaster Preparedness Commission coordinates response. Mandatory local/county water restrictions may be imposed. Communities may need to tap alternative water sources to avoid depleting water supplies, protect public health and provide for essential uses.
- **Drought Disaster** - Disaster plans are implemented. Water use is further restricted. The Governor may declare disaster and request federal disaster assistance. Emergency legislation may be enacted. The state provides equipment and technical assistance to communities.

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EARTHQUAKE

Earthquakes: Earthquakes are sudden and unannounced violent acts of nature that generally cause damage to the structural integrity of the medical center. Earthquakes are measured in magnitude and intensity. Magnitude quantifies the energy released at the earthquake's point of origin.

To report incident

DIAL 911

- One of the most frightening and destructive phenomena of nature is a severe earthquake and its terrible aftereffects.
- Earthquakes strike suddenly, violently, and without warning at any time of the day or night. If an earthquake occurs in a populated area, it may cause many deaths and injuries and extensive property damage.
- Although there are no guarantees of safety during an earthquake, identifying potential hazards ahead of time and advance planning can save lives and significantly reduce injuries and property damage.

EARTHQUAKE

What to Do During an Earthquake:

To report incident

DIAL 911

If indoors -

DROP to the ground; take **COVER** by getting under a sturdy table or other piece of furniture; and **HOLD ON** until the shaking stops. If there isn't a table or desk near you, cover your face and head with your arms and crouch in an inside corner of the building.

Stay away from glass, windows, outside doors and walls, and anything that could fall, such as lighting fixtures or furniture.

Use a doorway for shelter only if it is in close proximity to you and if you know it is a strongly supported, load bearing doorway.

Stay inside until shaking stops and it is safe to go outside. Research has shown that most injuries occur when people inside buildings attempt to move to a different location inside the building or try to leave.

Be aware that the electricity may go out or the sprinkler systems or fire alarms may turn on.

DO NOT use the elevators.

FLOODS OR FLASH FLOODING

A **flood** is an overflow or accumulation of an expanse of water that submerges land. Flooding may result from the volume of water within a body of water, such as a river or lake, which overflows or breaks levees, with the result that some of the water escapes its normal boundaries

- **Flood Watch:** Flooding is possible. Tune in to National Oceanic Atmospheric Administration (NOAA) Weather Radio, commercial radio, or television for information.
- **Flash Flood Watch:** Flash flooding is possible. Be prepared to move to higher ground; listen to NOAA Weather Radio, commercial radio, or television for information.
- **Flood Warning:** Flooding is occurring or will occur soon; if advised to evacuate, do so immediately.
- **Flash Flood Warning:** A flash flood is occurring; seek higher ground on foot immediately

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FLOODS OR FLASH FLOODING

What to do incase of a Flood or Flash Flooding

- Listen to area radio and television stations and a NOAA Weather Radio for possible flood warnings and reports of flooding in progress or other critical information from the National Weather Service (NWS).
- Be prepared to evacuate at a moment’s notice.
- When a flood or flash flood warning is issued for your area, head for higher ground and stay there.
- Stay away from floodwaters. If you come upon a flowing stream where water is above your ankles, stop, turn around and go another way. Six inches of swiftly moving water can sweep you off of your feet.
- If you come upon a flooded road while driving, turn around and go another way. If you are caught on a flooded road and waters are rising rapidly around you, get out of the car quickly and move to higher ground. Most cars can be swept away by less than two feet of moving water.
- Keep children out of the water. They are curious and often lack judgment about running water or contaminated water.
- Be especially cautious at night when it is harder to recognize flood danger.

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ACTIVE SHOOTER

An **active shooter** is defined an armed person who has used deadly physical force on other persons and continues to do so while having unrestricted access to additional victims.

To report incident

DIAL 911

- **If an Active Shooter is inside your building:**
- Proceed to a room that can be locked, close and lock all windows and doors, turn off all lights.
- Get everyone down on the floor and ensure no one is visible from outside the room.
- An unfamiliar voice may be the shooter attempting to lure victims from their safe space.
- Do not respond to any voice commands until you can verify with certainty.
- If your room can't be locked, determine if there is a nearby location that can be reached safely and securely.
- **What to expect from the response force:**
- Police will respond to the area in which shots were last heard or reported. Their purpose is to stop the shooting as quickly as possible.

ACTIVE SHOOTER

An **active shooter** is defined an armed person who has used deadly physical force on other persons and continues to do so while having unrestricted access to additional victims.

To report incident

DIAL 911

- First responders will be armed Department of the Army Police may be in duty uniform. Police from local departments may respond to assist.
- If you know where the shooter is tell them.
- First officers to arrive will not stop to aid the injured; rescue teams and emergency medical personnel will follow into secured areas to provide aid.
- Proceed to designated rally point or assembly points.
- Program DES Emergency Communication Center (ECC) and 9-1-1 into your speed dial on your work and cell phones.
- Remember, when everything is over, the area is considered a crime scene and you will be detained until all witnesses have been identified and questioned.
- Do not discuss events with the media. It may jeopardize others who may not have escaped.
- **Remember to contact the DA Police first 9-1-1.**

HOSTAGE SITUATION

A hostage crisis develops when one or more aggressors hold people against their will and try to hold off the authorities by force or threatening to kill the hostages if provoked or attacked.

To report incident

DIAL 911

- **No one is to attempt to negotiate or make promises to the hostage taker.**
- Proceed to a room that can be locked, close and lock all windows and doors, turn off all lights. Hostage Negotiators will be tasked to handle the communication requirements.
- Get everyone down on the floor and ensure no one is visible from outside the room.
- Do not respond to any voice commands until you can verify with certainty.
- If your room can't be locked, determine if there is a nearby location that can be reached safely and securely
- **What to expect from the response force:**
- Witnesses should report to the Incident Command Post (ICP)
- Do not discuss events with the media.

USAG- Detroit Arsenal Fire Department

Detroit Arsenal's Fire Departments Informational Facts:

- How do we report emergencies:
  - a. Call 9-1-1
  - b. Be prepared to give information such as:
- Exact location of emergency
- Nature of the emergency
- Your name and work phone number
- Follow the dispatcher's instructions
- a. Pull the nearest Fire Alarm
- b. Fires or Alarm are not clear unless the Fire Department gives the All Clear
- The use of space heaters is permitted only if:
- UL Approval Tag.
- A tip over switch is in place, the heater unit must be unplugged at the end business.
- Approval Tag must be issued by the DA Fire Department.

USAG- Detroit Arsenal Fire Department

Detroit Arsenal's Fire Departments Informational Facts:

- All are inspected by the DA Fire Department.
- To be placed in common areas.
- Upon approval they must have the following
  - a. FD Approval Tag
  - b. UL Approval
  - c. Grounding prong on the plug
  - d. Must be plugged directly into a wall outlet
  - e. Microwave cooking must be attended at all times
- Microwave not authorized at you work station
- Refrigerators not authorized at your work station unless you have a medical need
- Coffee cup warmers are not authorized
- Keep aisles and stairways clear of debris
- Please park in designated area

USAG- Detroit Arsenal Fire Department

Detroit Arsenal's Fire Departments Informational Facts:

To report incident

DIAL 911

- Look for closed exit's
- Keep driving lanes clear after an evacuation
- In case of an Elevator emergency:
- a. If the call button is pressed, Please wait in the elevator and talk to the dispatcher
- How to get a Fire Department approval tag:
- a. Call 282-6021
- b. Be prepared to give the follow information such as:
- The location of the appliance
- Your name and work phone number
- Follow the dispatcher's instructions

ANTITERRORISM

Antiterrorism (AT) is the Army's defensive program to protect against terrorism. AT is not the sole responsibility of a single branch. All bear responsibility for protecting our personnel and assets.

To report incident

DIAL 911

- **Awareness is a powerful weapon!**
- Knowledge of terrorist techniques & methods can help prevent an attack (**AT Level 1 Training) as terrorists normally observe their target before selecting or attacking
- **Report suspicious activities to your unit security officer / DES Police Desk with as much information as possible:**
- Description of suspicious personnel, i.e. names, sex, age, appearance, clothes.
- Time of day and location that suspicious activity was observed.
- Description of vehicle, i.e. make, model, type, color, license plate.
- Description of package, suitcase, or mail, i.e., type, color, size, distinguishing marks.
- Description of nature/details of any suspicious conversations or messages.
- Raise security concerns and recommendations to your chain of command or AT/FP Officer.

ANTITERRORISM

The Army community is a target for terrorism. We don't know where or when terrorists might strike. Therefore we must make vigilance our focus.
Always Ready, Always Alerts.

To report incident

DIAL 911

- **You are a key and active player and the eyes and ears of the Detroit Arsenal**
- **What can I do?**
- Wear your installation badge and keep your CAC with you when on the installation and secure it when off post (Do Not take your installation badge TDY or leave in your POV unattended)
- Comply with parking and security directives
- Report suspicious activities to your unit security officer / DES Police Desk with as much information as possible.
- Promptly report lost badges, laptops, media storage device and stolen vehicles (DoD decals) via chain of command.
- Only send internal maps, photos and infrastructure information to approved personnel and use CAC encryption when sending FOUO level information over the INTERNET (OPSEC).
- Share information with coworkers and family, but do not spread rumors.

Phone Numbers

This is a list of points of contact's and important phone number in case of any Emergency.

To report incident

DIAL 911

- **Emergency- 911**
- Garrison Manager- 586.282.5115
- Deputy Garrison Manager- 586.282.5116
- Emergency Operations Center (EOC) – 586.282.2773
- DPTMS- 586.282.7867
- Police (Admin) - 586.282.5564
- Police Operations- 586.282.6399
- Fire (Admin) – 586.282.6021
- DPW Work Order- 586.282.5326
- NEC Computer Help Desk- 586.282.4444
- Safety Office- 586.282.6121
- Child Development Center- 586.282.3010
- Base Closure Information- 586.282.TANK (8265)

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US ARMY GARRISON – DETROIT ARSENAL

EMERGENCY REACTION BOOKLET

Created by Directorate of Plans, Training, Mobilization and Security (DPTMS)

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